

## **MINUTES OF THE WOODSTOCK PUBLIC LIBRARY BOARD OF TRUSTEES**

President Mary Ann Lenzen called the November 6, 2014 meeting to order at 7:33 p.m. in the Board Room of the library.

**TRUSTEES PRESENT:** Leslie Schubert, Mary Ann Lenzen, Robert Laurie, Dan Lemanski, Lori Nerland, and Betty Hopp

**ALSO PRESENT:** Nick Weber, Library Director  
Roscoe Stelford, City Manager

**ABSENT:** Paul Lockwood, Tara Muilkens and Gayle Hoch

### **MINUTES:**

Robert Laurie moved that the minutes of the regular October 2, 2014 meeting be approved as presented. Leslie Schubert seconded and the motion passed unanimously.

**PUBLIC COMMENT ON NON AGENDA ITEMS:** Letters of appreciation presented to Roscoe Stelford and Terry Willcockson

### **COMMUNICATIONS:**

**Tara Muilkens Resignation Letter to Board  
McHenry County Zoning Board of Appeals  
Try-It! Illinois from the Office of the Secretary of State**

### **APPROVAL OF EXPENDITURES:**

- **Building Fund expenditures:** Lori Nerland motioned to approve the building fund expenditures of \$3,889.88. Betty Hopp seconded and the motion passed unanimously.
- **Operating expenditures:** Betty Hopp motioned to approve the operating fund expenditures in the amount of \$43,460.51. Robert Laurie seconded and the motion passed unanimously.

### **LIBRARIAN'S REPORT:**

Circulation was down last month combined with continued problems with the self checkout machine. Passive programming has been very successful in both the YA and Childrens department. The "Gallery Space" will be getting a new display board and glass case along the brick wall, while the project for re lighting the space is going out for bids. Abby Alegre is a new member of our Circulation staff. The Woodstock Library Volunteer group has been growing steadily and will be meeting on November 13<sup>th</sup>.

### **UNFINISHED BUSINESS:**

#### **Roof Repairs and Maintenance/ CDBG project:**

##### **Contract Acceptance:**

Director Nick Weber presented the bids to the board.

Dan Lemanski moved to approve the bid from Seal Tight Exteriors of

\$141,000.00. Betty Hopp seconded and the motion passed unanimously

**Rotunda Options**

Discussion to continue

**NEW BUSINESS:**

**Board Treats:**

Please talk to Stephanie and let her know the dates for bringing board treats.

**Vacant Trustee Seat:**

Tara Muilkens resigned due to relocation.

**E Reader Policy:**

Lori Nerland moved to approve the E reader policy as written. Dan Lemanski seconded and the motion passed unanimously.

**Electrical Lighting Proposals:**

Discussion to continue

**December Meeting:**

Mary Ann Lenzen moved to reschedule the regular December 4, 2014 meeting to December 11, 2014. Robert Laurie seconded and the motion passed unanimously.

**Logo Contest Entries:**

The Director presented the Logos and the Board will review.

**PR/Marketing Committee Report:**

Robert Laurie gave the PR/Marketing committee report to the board about the upcoming logo contest.

**EXECUTIVE SESSION:**

Personnel (Open Meetings Act 5ILCS 120/2(c)(1))

Mary Ann Lenzen made the motion to go into closed session at 8:34 p.m. for the purposes of discussing: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body. Leslie Schubert seconded and the motion passed.

Yes:

Leslie Schubert, Mary Ann Lenzen, Robert Laurie, Dan Lemanski, Lori Nerland, and Betty Hopp

No: None

President Mary Ann Lenzen called the executive session of the November 6, 2014 meeting of the Woodstock Public Library Board to order at 8:35 p.m. in the Board Room of the library.

**TRUSTEES PRESENT:** Leslie Schubert, Mary Ann Lenzen, Robert Laurie, Dan Lemanski, Lori Nerland, and Betty Hopp

**ALSO PRESENT:** Nick Weber, Library Director  
Roscoe Stelford, City Manager

**ABSENT:** Paul Lockwood, Tara Muilkens and Gayle Hoch

Director Mid Year Evaluation: The Board reviewed and discussed both the staff and trustee evaluations for the director.

**RETURN TO OPEN SESSION:** Mary Ann Lenzen made the motion to come out of closed session at 8:45 p.m. Leslie Schubert seconded, and the motion passed unanimously

Yes: Leslie Schubert, Mary Ann Lenzen, Robert Laurie, Dan Lemanski, Lori Nerland, and Betty Hopp

No: None

**ADJOURNMENT:** Betty Hopp moved to adjourn the meeting. Lori Nerland seconded, and the motion passed unanimously. The meeting adjourned at 8:46 p.m.